

#### **1.408 HONOR GUARD**

- A. The chief may establish and appoint a ceremonial honor guard within the agency to enhance the professional image of the agency and to perform functions established by these directives.
- B. Officers will be assigned to the honor guard by the chief following selection consistent with **1.436.15 Specialized Assignments**.
  - 1. Honor guard duties are considered ancillary duties of those of officers assigned.
  - 2. The agency is responsible for ensuring honor guard members are trained and provided with equipment to perform assigned honor guard duties.
- C. The honor guard commander, under direction of the overseeing bureau commander, is designated by the chief and is responsible for planning, organizing, staffing, training, directing, controlling, and coordinating honor guard functions. This involves, but is not limited to:
  - 1. Assigning detail commanders; and
  - 2. Obtaining and distributing to detail commanders the:
    - a. Detail duties; and
    - b. Contact persons, names, and phone numbers.
- D. The honor guard commander will appoint an assistant honor guard commander who will be responsible for assisting in performing the duties of the honor guard commander and will act as commander in the absence thereof.
- E. A detail commander will be assigned by the honor guard commander for each event in which the honor guard is involved. The duties and responsibilities of detail commanders include, but are not limited to:
  - 1. Assigning personnel to details;
  - 2. Notifying personnel of detail assignments;
  - 3. Arranging for transportation, equipment, lodging, expenses, etc.;
  - 4. Inspecting, operating, and completing details according to directives and protocol; and
  - 5. Completing after action reports.
- F. Honor guard members are appointed by the chief and are responsible for:
  - 1. Properly maintaining all issued uniforms and equipment;
  - 2. Maintaining an outstanding personal appearance at all times;
  - 3. Attending training functions and details as assigned; and
  - 4. Properly performing assigned duties.
- G. Honor guard services may be provided within the state of Maryland for:
  - 1. Agency line of duty deaths;
  - 2. Non-duty related deaths of the agency's current or retired members;
  - 3. Death of the agency's current or former chief of police; and
  - 4. All other-agency line of duty deaths.
- H. Subject to approval of the chief, honor guard services may be provided for line of duty deaths or police memorial services outside the state of Maryland.
- I. Services staffed, supported, or coordinated by the honor guard include, but are not limited to:
  - 1. Color team;
  - 2. Death watch;
  - 3. Pallbearers;
  - 4. Bugler;
  - 5. Drummer; and
  - 6. Firing party.
- J. The honor guard may provide services at certain events subject to travel limitations.
- K. The chief has the authority to modify the level of honor guard participation in events. Listed entitlements are not mandatory and may be modified, as appropriate, e.g., declined based on family wishes, etc.

#### **1.408.10 Events and Entitlements**

- A. Agency member killed in the line of duty: All Services

- B. Death of current or former Chief of Police: All Services
- C. Non line of duty death of current or retired employee: Color Team.
- D. Other agency line of duty death: Color Team
- E. Agency events such as academy graduations, award ceremonies, promotion ceremonies, police memorials, etc.: Color Team
- F. Community events such as sporting events, parades, commencements, etc.: Color Team